

The Cornell Method

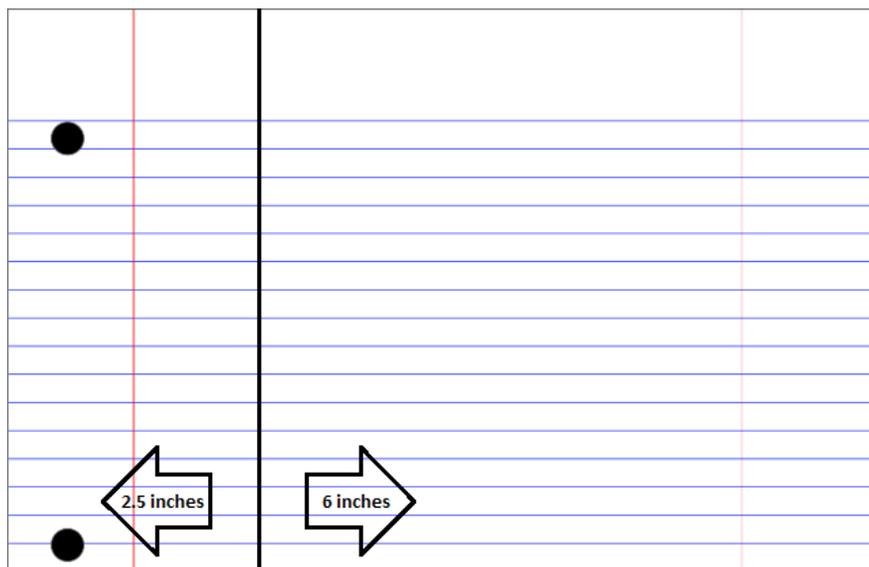
Academic Listening – Note-taking

The vast majority of university level courses are given in lecture format. For this reason, having an efficient and useful note-taking method is vital for your success as a student in the high-pressure environment of higher learning. The Cornell Method is a form of taking notes that has become widely used and accepted, and is useful for many students looking for a process that works for them. As with all note-taking strategies, it is important to know what works for each individual, so thoughtful experimentation and practice is essential.

Process

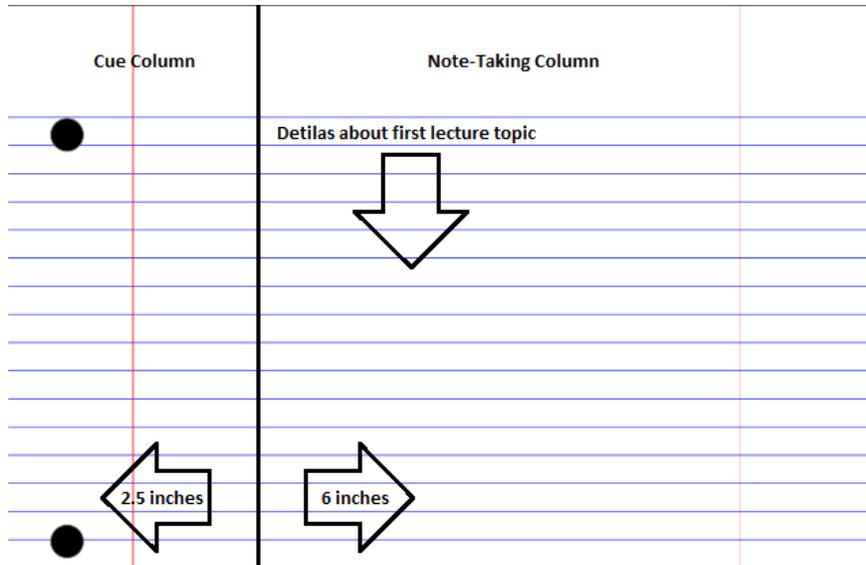
Step One: Ready your page

Draw a line vertically down the entire notebook page, leaving about 2.5 inches of page on the left side and 6 inches on the right side



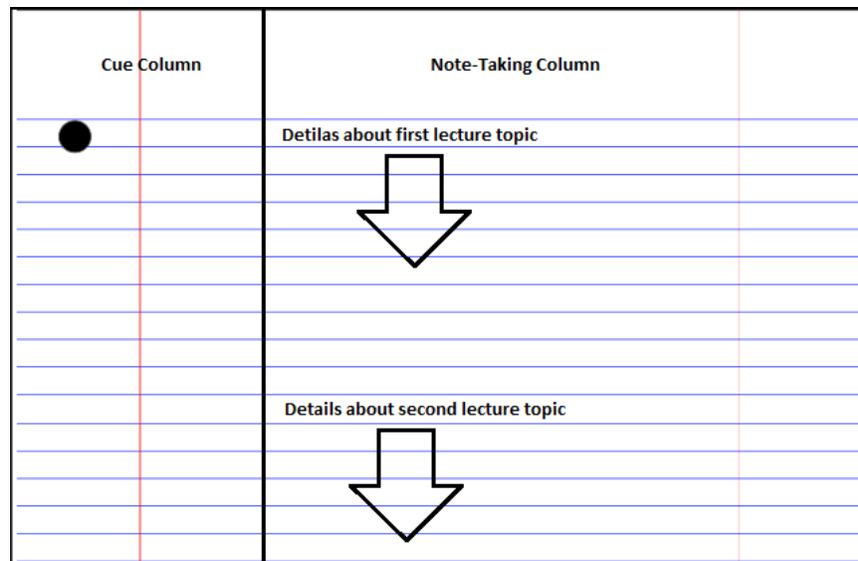
Step Two: Take Notes

While you listen to the lecture, take notes in the note-taking column on the right hand side of the page. You should record as many details as you can about the lecture's first topic



Step Three: Change of Topic

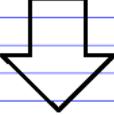
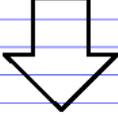
When you hear the speaker begin to speak about a different topic from the first, leave some space and then begin to take notes about the second topic. Continue with this process for as many topics as are covered during the lecture.



Step Four: Separate

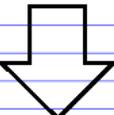
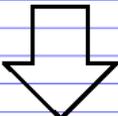
<http://isc.cornell.edu/study-skills/cornell-note-taking-system/>
<http://clipart-library.com/picture-of-a-notebook.html>

Draw lines between your topics in order to separate them and keep your paper neat and clean. Do this for each lecture topic, and be sure to leave a some extra space to add later if necessary.

Cue Column	Note-Taking Column
●	Detilas about first lecture topic 
	Details about second lecture topic 

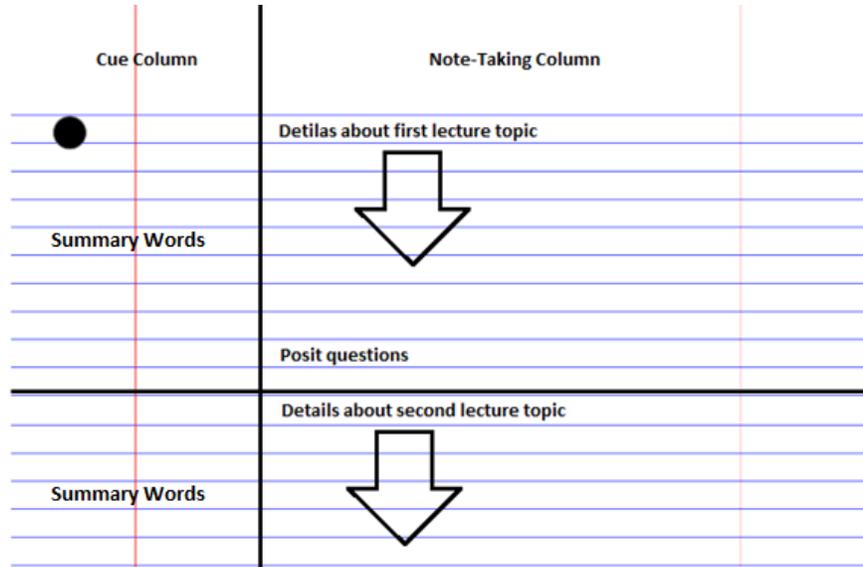
Step Five: Write Questions

In the extra space for each of your topic details sections, posit some questions about that area of the lecture. This should be done as soon as possible after class, and will help to clarify meaning and show continuity, and can be helpful for study later.

Cue Column	Note-Taking Column
●	Detilas about first lecture topic 
	Posit questions 

Step Six: Write Summary Words

In the Cue Column, look at all of the information from your notes and come up with a two to five word summary of the information.



Step Seven: Study!

The final step is to use your notes to help you study and review the lecture. One of the biggest advantages to this note-taking strategy is that it allows you to take a piece of paper and cover the Note-Taking Column, then look at the Summary Words that you wrote and try to recite as much information as possible. Another way to study would be to transfer or rewrite your notes, and possibly use another note-taking structure to apply them to. In this way you are reviewing the knowledge and using another skill, writing, which will reinforce the information.